



**CITY OF LONG BEACH**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**



**EMPLOYMENT OPPORTUNITY**

**COMMUNITY WORKER, NON-CAREER**

**\$11.235 – \$15.217 per hour**

The Department of Community Development's Neighborhood Services Bureau is searching for individuals to fill Community Worker Non-Career positions with bilingual skills – English and Khmer or English and Spanish. These unclassified non-career positions are temporary and part-time with a maximum of 1600 hours per 12-month period.

**EXAMPLE OF DUTIES:**

- Provides information regarding City of Long Beach services to property/business owners and residents;
- Conducts community outreach by walking door-to-door and making phone calls;
- Provides English/Khmer or English/Spanish translation at neighborhood meetings and events;
- Provides translation services at Community Police Centers;
- Drives through neighborhoods assisting with property maintenance activities;
- Assists and participates in neighborhood clean-ups;
- Assists neighborhood residents in organizing neighborhood-based initiatives;
- Performs other related duties as assigned.

**MINIMUM REQUIREMENTS:**

- Recent public speaking and translating experience for large groups of people (10 or more);
- Strong communication and listening skills in the English language;
- Strong communication and listening skills in Khmer or Spanish;
- Strong familiarity with the living conditions of low-income/culturally diverse communities;
- Ability to lift heavy objects (approximately 30 lbs);
- Ability to work a flexible schedule, including evenings and weekends;
- Ability to drive for extended periods of time;
- Possess a valid California driver's Class C license.

**DESIRABLE QUALIFICATIONS:**

- Leadership experience with neighborhood, youth, or community organizing efforts;
- Ability to use a personal computer to input and retrieve information.

**APPLICATION PROCESS:**

Interested applicants are invited to submit a letter of interest and a resume by **4:30 p.m., October 13, 2006** to:

Lei Ronca, Acting Neighborhood Improvement Officer  
Neighborhood Services Bureau  
444 W. Ocean Blvd, Suite 1700  
Long Beach, CA 90802

Resumes will be reviewed and the most qualified candidates will be invited to participate in further selection procedures.

**EQUAL OPPORTUNITY EMPLOYER**

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired for further participation in the selection procedures or if you would like to request this information in an alternative format, please call Georgette Wittman (562) 570-5799.